Ministry Of Science and Technology

Sri Lanka Inventors Commission

INVITATION OF APPLICATIONS FOR VACANT POSITIONS

Sri Lanka Inventors Commission is a statutory board established according to Act No. 53, 1979 for the purpose of promoting local inventor's operative under the purview of the Ministry of Science and Technology. Presently Commission consists of a commissioner and two Assistant Commissioners.

Applications are invited from citizens of Sri Lanka who are qualified for a vacant position at Sri Lanka Inventors Commission.

1)Post- OFFICE ASSISTANT (01Post)– Contract Basis

Educational Qualifications

Having appeared for the G.C.E.Ordinary Level Examination and passed at least two subjects.

Duties Assigned to the post

- Assistance for the Basic duties of senior officers.
- Office cleaning duties.
- Machine operating duties.
- Distribution of letters/parcels/files etc.
- Opening /Closing the office and keeping keys safely.

All Inclusive monthly salary Rs. 38488.00 +17800.00= Rs.56288.00

Other Benefits –

There will be 15% & 3% Contribution for EPF & ETF respectively.

Age Limit –

Should be between 22 – 45 years.

Marks will be given at the interview based on relevant additional educational qualifications, relevant additional experience, professional & other qualifications & performance at the interview.

Self-prepared applications along with the bio-data should be forwarded by registered post **on or before 20.11.2026** to reach the address given below. Copies of certificates should be attached with the application and the title of the post applied for should be stated on the top left-hand corner of the envelope containing the application. Applications from employees in the Government Departments, Corporations and Statutory Institutions should be forwarded through the proper channels.

Commissioner
Sri Lanka Inventors Commission
05 th Floor, "Mehewara Piyesa" Building
Colombo 05.
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011-2676645